

ESCRICK PARISH COUNCIL

Planning Working Group Terms of Reference

1. The Planning Working Group exists to examine planning applications in the village and Parish of Escrick.
2. That the Working Group should consist of up to 6 members of the Parish Council but no less than 4.
3. Any Councillor having a disclosable interest will not be involved in the Parish Council's response.

Process

1. When the Clerk receives a planning application, it shall be entered on a log and then notified and passed to a member of the Planning Working Group within 3 days.
2. That member, or a group of members, shall look at the application.
3. They shall then report to the next Parish Council meeting with their comments, alongside the application papers.
4. The Clerk will then notify Selby District Council of the Parish Council's consultee response.
5. For any application that is considered to have strategic implications for the village, the Planning Working Group will advise the Clerk. The Clerk will then advise the Parish Council as a whole who will determine what further action is required.
6. Where there is insufficient time to bring a planning application to the parish council, the working group will forward their application papers to the clerk, who then will, under delegated authority, inform Selby District Council of the parish councils decision. The Clerk will notify the members of the action at the next Parish Council meeting.